Naval Systems Data Support Activity

COTS Technical Manuals And the Supply System

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TMMA
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COTS TM DATA WHAT IT IS

- **Developed by the Commercial Component Manufacturer**
  - **At his expense**
- **Available as is (Off-The-Shelf)**
- **May be proprietary and/or copy right material**

COTS TM DATA
WHAT IT ISN'T

- **Developed with U.S. Government funds**
  - **"Best Commercial Practices"**
- **Government Off-The-Shelf (GOTS)**
  - **Developed with U.S. Government funds by some other program**

COTS TM REQUIREMENTS

- **Requirements spelled out in MIL-DTL-24784/4**
  - **COTS Documentation requirements based on Maintenance Philosophy**
- **NAVSEA Acquisition Requires a COTS TMCR**
  - **Defines Accept/Reject Criteria**
  - **Defines QA Requirements**
  - **Defines Criteria For Supplemental Data**

COTS TM REQUIREMENTS

(Con't)

- **COTS Technical Manuals require a TMIN and NSN**
  - **Tracking and Supply**
- **Acquire Data Rights for all COTS manuals**
  - **Without Data Rights, you cannot reproduce the TM**
  - **Try to acquire digital (postscript) file copy**

POLICY & RESPONSIBILITY

NAVSEAINST 4160.3

- **Policy**
  - **Acquire TMs in accordance with a TMCR.**
  - **Whenever possible, acquire commercial manuals They must:**
    - **currently exist (off-the-shelf)**
    - **describe installation, operation, and maintenance of the COTS system/equipment;**
    - **meet acceptance criteria of MIL-DTL-24784 as specified in the applicable TMCR; and**
    - **be obtainable with unlimited rights for Government use.**

POLICY & RESPONSIBILITY

NAVSEAINST 4160.3

(Con't)

- **Policy (Cont.)**
  - **The Government shall not pay for the development of commercial manuals.**
    - **If a commercial manual does not exist, or is unacceptable for operation and training or cannot be economically modified to be acceptable, a technical manual shall be developed in accordance with a military specification and not to "best commercial practices".**

POLICY & RESPONSIBILITY NAVSEAINST 4160.3 (Con't)

- **Policy (Cont.)**
  - **CM data shall be integrated with TM information.**
    - **All TM acquisitions require accurate CM data as a basis for TM development and maintenance.**
  - **A unique Navy TMIN and NSN shall be assigned and printed on each TM, change, and revision.**
  - **TMs shall be printed and distributed IAW the approved distribution list, and stocked in time and in sufficient quantities for the Fleet, training activities, and other users needs.**

POLICY & RESPONSIBILITY NAVSEAINST 4160.3 (Con't)

- **Responsibilities**
  - **Headquarters Directorates and Command Shore Activities**
    - **Coordinate implementation of the TMMP**
    - **Implement the TMMP policies and requirements of 4160.3 in all tasks provided to other activities and in contracts awarded to contractors**
    - **Follow the procedures specified in NAVSEA S005-AA-PRO-010** NAVSEA S0005-AA-PRO-010/TMMP
    - **Designate points of contact for TM management and ensure personnel designated have received training in accordance with the TMMP procedures**

POLICY & RESPONSIBILITY NAVSEAINST 4160.3 (Con't)

- **Responsibilities (cont.)**
  - **Headquarters Directorates and Command Shore Activities**
    - **Issue and follow written local TMMP instructions at the shore activity level**
    - **Provide all necessary CM and logistics TD in a digital format compatible with TDMIS**
    - **Provide total accountability for the acquisition of quality technical manuals**
    - **Acquire a TMIN and NSN for all new or revised TMs and TM Changes. Ensure the TMIN and bar coded stock numbers are on the cover or title page of COTS manuals**

NAVSEA S0005-AA-PRO-010/TMMP (CI/NDI) LIFE-CYCLE SUPPORT

- **Responsibilities (cont.)**
  - **ACQ MGR**
    - **Evaluate existing CI/NDI TMs against the COTS TMCR to determine:**
      - **Supports the intended maintenance concept**
      - **O&M, troubleshooting, installation, repair and supply support instructions are compatible with SYSCOM requirements**
      - **If additional data is required to provide adequate system/equipment life-cycle support.**
      - **Availability of digital TM formats (commercial or military)**
      - **Existing stock and distribution provisions**

NAVSEA S0005-AA-PRO-010/TMMP (CI/NDI) LIFE-CYCLE SUPPORT

- **Responsibilities (cont.)**
  - **ACQ MGR**
    - **Ensure that:**
      - **TMs are procured under a single contract line item and via a TMCR**
      - **CI/NDI manuals and supplementary data are quality controlled and certified**
      - **Unique TMIN and NSN are bar-coded and on the front cover of each hard copy manual or magnetic disk**
      - **CI/NDI manuals and supplementary data are duplicated (whether hard copy or disks) in the quantity required for initial distribution, use and stock**

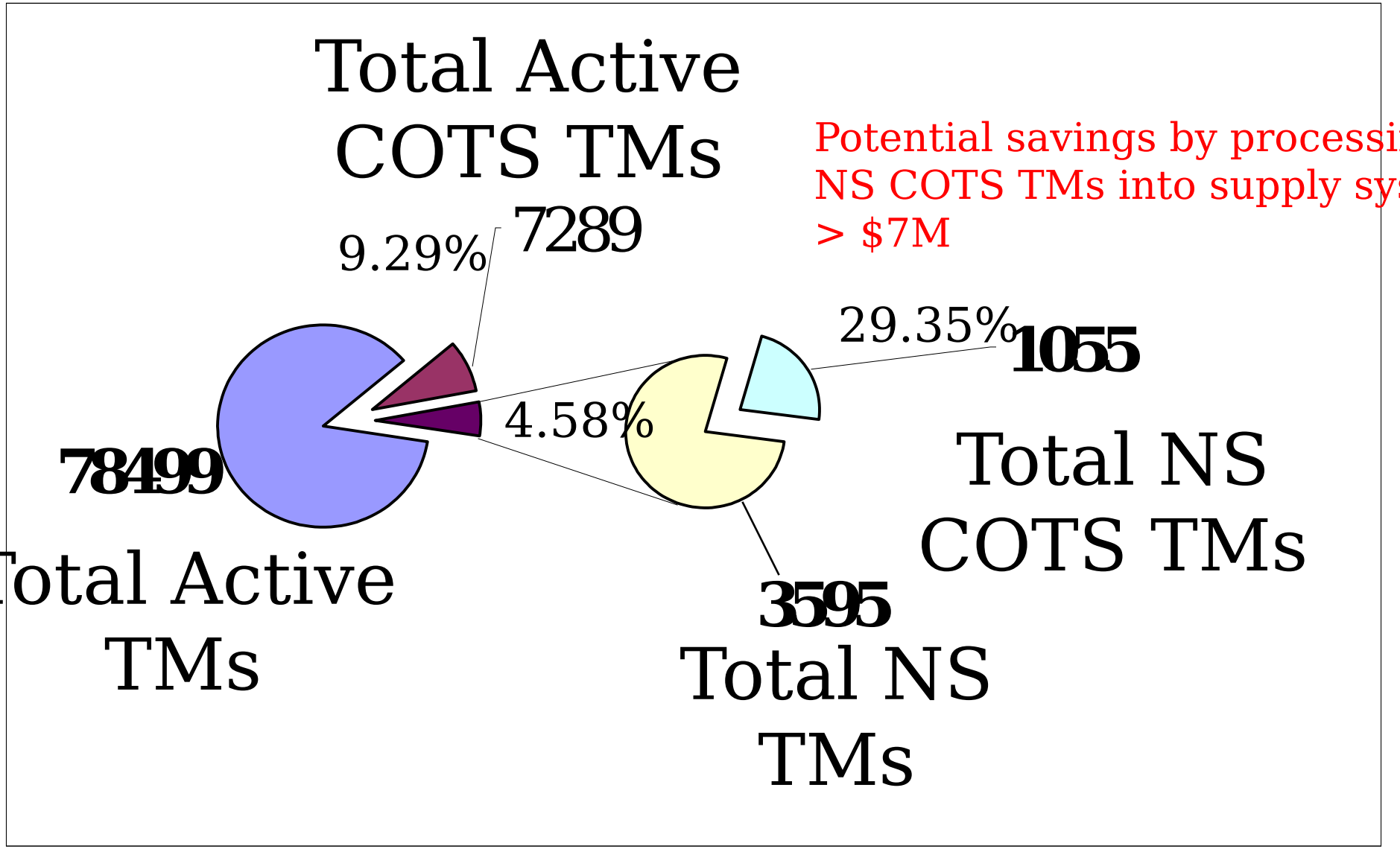
NAVSEA S0005-AA-PRO-010/TMMP (CI/NDI) LIFE-CYCLE SUPPORT

- **Responsibilities (cont.)**
  - **ACQ MGR**
    - **Ensure that:**
      - **One copy of the CI/NDI hard copy or digital copy is stored at the NAVSEA/SPAWAR Engineering Technical Library**
      - **Limited data rights are acquired whenever feasible**

STOCK REQUIREMENTS

- **Stock at least a six months supply**
  - **Make sure the supply system has sufficient quantities available to fill requests for a six month period**
- **Provide PDF file to NSDSA**
  - **NSDSA will place manuals on TMPODS**

Non-Stocked COTS



ALTERNATE CARRYING POINT REQUIREMENTS

- **Responsible for accessing NLL on a daily basis & checking for any pending requisitions assigned to their activity**
  - **Email notification from NLL is in the development stage**
  - **Drop down list of activities are viewable on NLL Carrying Point Module**
- **Will fund & budget for printing & shipment of publications**

ALTERNATE CARRYING POINT REQUIREMENTS (Cont.)

- **Will maintain & provide Primary POC info to NSDSA Customer Service Office for update to TDMIS & NLL**
- **POC will submit both supply & shipping status on line**
- **ALL REQUISITIONS REQUIRE SUPPLY OR SHIPMENT STATUS WITHIN 10 WORKING DAYS**

TMMA RESPONSIBILITIES DEFINED IN NAVSEAINST 4160.3A

- http://nsdsa.phdnswc.navy.mil/tmmp/4160_3A/4160_3a.htm